

RESOLUTION AUTHORIZING THE TOWN MANAGER TO ENTER
INTO A CONTRACT WITH GAROFALO & ASSOCIATES FOR THE
DESIGN OF IMPROVEMENTS TO CROSS STREET

WHEREAS, the Town of Westerly has entered into an agreement with the State of Rhode Island to receive funding to reconstruct and resurface Cross Street from Main Street to Granite Street, and

WHEREAS, as part of that agreement, the Town has agreed to select a consultant to design the project, and

WHEREAS, the Town solicited proposals through public advertisement and received submittals from the following eight companies: Maguire Group, Beta Group, Pare Corporation, VHB, Fuss & O'Neill, Garofalo & Associates, Bryant Associates, and Cherenzia & Associates, Ltd., and

WHEREAS, after an extensive review process, the proposal from Garofalo & Associates was determined to offer the best approach to the project, and

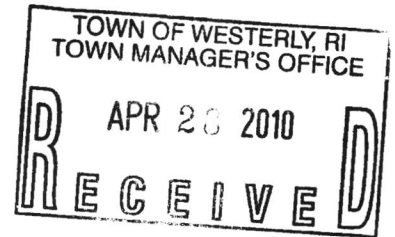
WHEREAS, the proposed fee of \$30,940.00 was the lowest proposed fee and is within the budget for these services, and

WHEREAS, under account number 01021801-502720 there are sufficient funds available to award a contract: now therefore

BE IT RESOLVED: That the Town Council hereby authorizes the Town Manager to enter into a contract with Garofalo & Associates to provide design services for improvements to Cross Street.

ADOPTED: May 10, 2010

MEMO



TOWN OF WESTERLY, RI
OFFICE OF TOWN CLERK

APR 30 2010

TO: Steven T. Hartford, Town Manager

FROM: Donna Giordano, Town Clerk
John R. Pratt, Town Engineer

SUBJECT: Recommendation to award a contract for "Engineering Services- Improvements to Cross Street"

DATE: 4/27/2010

approved
S. Hartford 4/30/10

Background:

Proposals were solicited for the purpose of considering qualified firms to provide engineering services in conjunction with the restoration of Cross St. from Main St. to Granite St. The town has entered into an agreement with the State of Rhode Island to receive \$508,321.00 toward the resurfacing of Cross St. if the town provides for the design of the project. The objective of the proposed project is to design improvements and repairs to the roadway structure and sidewalks. The services will include full engineering and survey activities.

RFP Solicitation:

The request for proposals was advertised in the Westerly Sun on March 18, 2010. The document was also emailed, faxed or mailed to several known engineering consultants.

RFP Results:

Proposals were received and opened on April 1, 2010. Submittals were made by eight very qualified firms. They were Maguire Group, Beta Group, Pare Corporation, VHB, Fuss & O'Neill, Garofalo & Associates, Bryant Associates, and Cherenzia & Associates, Ltd.

Best Proposal Determination:

All eight proposals were thoroughly reviewed by this office. All responsive firms were found to be very able to perform the necessary work. The proposal from Garofalo and Associates was found to be superior to the rest in offering a more appropriate understanding of the project and approach to providing the

necessary services. The firm and personnel are experienced in completing similar projects and the base fee was also the lowest of all the submittals.

Experience of Most Qualified Firm:

Garofalo & Associates is a very well respected full service engineering firm known to the Town of Westerly. They have successfully completed several projects within town. We have recently worked with them to include the installation of a new water main in the RIDOT project on Route 91.

Available Funding:

A draft scope of work and man-hour breakdown was included in Garofalo & Associates' submittal at a proposed fee of \$30,940.00. Funding is available for this project in the General Fund budget for Asphalt Overlay (#01021801-502720). The total amount available is \$90,000.00.

Delivery:

Garofalo & Associates can begin the project immediately and estimate a completion in two to three months.

Recommendation:

I recommend that a contract for design services for the Cross Street Improvements be finalized and awarded to Garofalo & Associates as soon as possible. Should you be in agreement with the aforementioned narrative, I respectfully request submittal of the attached resolution to the Town Council.

Cc: Donna Giordano, Town Clerk
Salvatore J. Murano, Operations Officer